

**POST & BID POSITION ANNOUNCEMENT
Bargaining Units 1, 4 and 11**

1. Reference #: 08-8-445 2. Position Number: 908-500-3175-xxx 3. Date of Posting: 11/30/2017
4. Classification: Transportation Engineering Technician 5. Salary Range: \$3,546 – \$5,337 monthly
6. Pay Differentials that Apply to Position: Pay Differential 271 may apply if criteria are met
7. Working Hours of Position: 7:00 a.m. – 3:30 p.m. (eight-hour days, Monday through Friday)
8. District/Division: 08/Construction
Section: Barstow/Needles/Mountain Pass Field Office
Geographic Location: San Bernardino/Riverside Counties
If selected and the position requires relocation, the Department will NOT provide relocation assistance.

9. A. Minimum Qualifications per the Classification Specification (BU 1 & 4 only):
<http://www.calhr.ca.gov/state-hr-professionals/pages/3175.aspx>
- B. Technical & Professional Skills & Abilities: Knowledge of computer systems, computer applications, and various computer programs. Ability to communicate effectively at a level required for successful job performance; perform accurate mathematical calculations using basic mathematics; test the quality and suitability of engineering construction and other materials; do research on engineering construction and other materials; analyze situations accurately and take effective action; prepare reports and dictate correspondence.
- C. License and/or Certification Requirements: Possession of a valid class C driver's license is desirable.
- D. Physical Abilities to Perform Essential Functions: Refer to the Physical, Mental, and Emotional Requirements on Duty Statement. Ability to lift and carry 50+ pounds on a regular basis. Ability to travel throughout San Bernardino and Riverside Counties, and frequently work at night.
- E. Other Departmental Requirements: Refer to Work Environment on Duty Statement.
- F. Duty Statement/Description of Duties: Performs general construction office duties relating to administration of construction contracts such as quantity calculations, processing extra work bills, preparing progress estimates, and filing documents. Makes inspections in enforcing compliance with plans and specifications on all phases of highway or bridge construction projects such as earthwork operations, placing of base materials, paving with asphalt or concrete materials, materials control at asphalt or concrete batch plants, culvert construction, pile driving, concrete pours, striping and pavement delineation, and other miscellaneous roadway safety items. Inspects work as to the quality, quantity, and methodology. Records manpower and equipment usage along with pertinent details and prepares documentation of the work performed. Performs laboratory physical tests of highway construction and other materials, including collecting data and sampling construction materials in coordination with the Contractor's personnel.

10. Final Date and Time for Receiving Bid: 12/14/2017 at 5:00 PM

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

12. Submit Bid to:

Name: Kerri Culpepper

Address: 464 West 4th Street, MS# M-1104, San Bernardino, CA 92401-1400

Telephone Number: (909) 829-3335 Fax Number: (909) 829-3349

E-mail Address: kerri.culpepper@dot.ca.gov *emailed bid applications are preferred*

13. Window period employee must be available for contact (Unit 1&4 Only): From: _____ To: _____.

If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.

14. Expected Reporting Date to Position (Unit 11 Only): Within two weeks of receiving notification of winning bid

15. If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.